

TRAINING AND EMPLOYMENT NOTICE	NO. 30-06
	DATE May 1, 2007

TO: ALL STATE WORKFORCE AGENCIES
ALL STATE WORKFORCE LIAISONS

FROM: HELEN PARKER /s/
Acting Administrator
Office of Field Operations

SUBJECT: ETA Performance & Reporting Summits 2007

Purpose. To announce three national education and training sessions on performance reporting and management. These training sessions are intended to introduce and clarify the reporting changes contained in the Workforce Investment Streamlined Performance Reporting (WISPR) System, further enhance states' ability to report against the common measures and provide a venue for discussing policy questions. Attendees will have the ability to raise issues with federal staff and learn what other states and local areas are doing to support integration by targeting multiple programs. The session will also deal with ways to reduce data validation issues in the workforce system by providing targeted training on common issues, and provide information, clarification, materials and tools to participants to support state and local training efforts.

Background. In the winter of 2006, the Employment and Training Administration (ETA), in collaboration with the Veterans' Employment and Training Service (VETS), sponsored three highly successful national sessions on program reporting and performance management with a focus on the common measures and ETA TEGL 17-05. The sessions were based on the theme *Common Measures: Common Message*. This training was followed by six webinars, each of which focused on areas related to Common Measure implementation. The theme for this round of sessions will be: **ETA Performance & Reporting Summits: Innovation Driving Integration.**

Target Audience. Individuals that work in the publicly funded workforce systems at the state and local level are the targeted audience for this training. Recognizing that states are the natural providers of technical assistance to local grantees, states may want to consider sending training teams to these sessions. Each training team should have representation from each of the covered program areas. We *strongly recommend* that states encourage local attendance at these training sessions. We urge states to consider attendance as a strategic investment in the State's workforce system. Program administrators and staff responsible for performance management (pertaining to ES, VETS, WIA, NEG and TAA programs) should attend these sessions.

Locations. There will be three education/training sessions on program reporting and performance management for programs under WIA (Adult, Youth and Dislocated Worker), Wagner-Peyser, VETS and the Trade Act. The sessions will be held in the following locations:

Crowne Plaza Dallas
14315 Midway Road,
Addison, Texas 75001
(972) 980-8877

August 21-23

Westin Peachtree Plaza Hotel
Atlanta, Georgia
(404) 659-1400

August 28—30, 2007

Phoenix Marriott Mesa Hotel
Mesa, Arizona
(480) 898-8300

September 18—20, 2007

A block of rooms have been reserved at each hotel under the group name **ETA Performance & Reporting Summit**. Attendees are responsible for making their own hotel reservations. Please provide a major credit card when making your reservation to guarantee your arrival. Room and tax charges, along with all incidental charges, are the responsibility of each individual and must be paid upon departure. (Please note that conference registration is separate from registration at the hotel; attendees must register for the conference *and* make their own hotel reservations.)

Conference Registration. Please visit www.branchassoc.com/conference to register for a conference, or you may fax a completed registration form to Maxine Sherman of Branch Associates, Inc. at 215-731-9987. A draft agenda and workshop descriptions can also be found at this website. Since space is limited, interested persons are encouraged to register as soon as possible. **There is no registration fee.**

Action Required. State Workforce Agencies should share this Notice with state program administrators representing each of the covered program areas. In addition, each state should thoughtfully consider the membership on their respective training teams to ensure broad representation.

Inquiries. Questions regarding this Notice should be directed to the regional performance specialist in your ETA Regional Office.